

**REQUEST FOR PROPOSALS: INTEGRATED FINANCIAL
SYSTEMS TECHNOLOGY SOLUTIONS
RFP NUMBER 08-07**

Presented by Indiana PERF and TRF



Bidders' Conference Agenda

| | Activity | Presenter |
|---|---|--|
| 1 | RFP Evaluation Team | PERF Vendor Manager |
| 2 | RFP Scope and Evaluation Criteria | PERF Vendor Manager |
| 3 | RFP Timeline | PERF Vendor Manager |
| 4 | Overview of Future State for PERF Systems | Ernst and Young (RFP Support) |
| 5 | Description of RFP Modules | Ernst and Young |
| 6 | PERF Business Requirements | PERF Chief Financial Officer |
| 7 | TRF Business Requirements | TRF Chief Financial Officer |
| 8 | RFP Process and Policies | PERF Procurement Officer |
| 9 | Bidder Questions | Joint PERF/TRF RFP Evaluation Team (coordinated by PERF Vendor Manager) |
| | | |

Financial Solutions RFP Evaluation Team

- PERF Chief Financial Officer
- TRF Chief Financial Officer
- TRF Controller
- PERF Chief Technology Officer
- PERF Technology Director
- PERF Vendor Manager
- PERF Procurement Officer (Non-Voting)

Funds Included in Financial Solutions RFP

■ PERF

- Indiana Public Employees' Retirement Fund (PERF)
- 1977 Police Officers' And Firefighters' Pension And Disability Fund (77 Fund)
- Legislators' Retirement System (LE Fund)
- 1977 And 1985 Judges' Retirement System (JU Fund)
- Prosecuting Attorneys' Retirement Fund (PA Fund)
- State Excise Police, Gaming Agent, Gaming Control Officer & Conservation Enforcement Officers' Retirement Plan (C&E Fund)

■ TRF

- Indiana State Teachers' Retirement Fund (TRF).

Financial Solutions RFP

Evaluation Criteria

Proposals will be evaluated based upon the proven ability of the respondent to satisfy the requirements in an efficient, cost-effective manner, taking into account quality of service with minimal tolerance for error. Specific criteria include:

- Fulfilling the requirements set forth in the RFP
- Technical knowledge, skills and other competencies of the firm
- Vendor qualifications (Attachment B, Page 27)
- Quality of responses to this RFP
- Quality and detail of COOP and Disaster Recovery Plans
- Technical knowledge/solution
- Quality of references
- Findings during any site visit
- Adequate security of data
- Experience and track record
- Price (i.e. detail of fee proposal)
- Quality of finalist presentation, if selected
- Special consideration will be given to those able to meet the Buy Indiana Initiative.

Financial Solutions RFP

Timeline

| RFP Activity | Confirmed Date |
|--|--|
| RFP/Published Released | August 26, 2008 |
| Bidders' Conference | September 3, 2008 1:00 to 4:00 p.m. ET |
| Respondents' Inquiry Period Ends | September 8, 2008 by 3:00 p.m. ET |
| Responses to Inquiries Made | September 15, 2008 (via PERF Website) |
| RFP Responses Due | September 26, 2008 by 3:00 p.m. ET |
| RFP Activity | Anticipated Date |
| Review Responses and Select RFP Finalists | October 7, 2008 |
| Finalists Announced | October 8, 2008 |
| Finalists' Proposals | October 20, 2008 through October 24, 2008 |
| Selection & Notification of Winning Bidder | October 28, 2008 |
| Contract Negotiation with Vendor | November 3, 2008 through November 12, 2008 |
| Sign Contract with Vendor | November 14, 2008 |

Goals and Objectives of Financial Solutions RFP

- Phase I - January, 2009 through December, 2009
 - Phased implementation of a fully integrated solution comprised of the following modules:
 - Employer Reporting and Maintenance Solution
 - Finance/Accounting System
 - Reconciliation Solution
 - Human Resource Information System
- RFP Responses should clearly detail anticipated timeframes for implementation

Employer Reporting and Maintenance Solution

- Custom web-centric solution to collect Employee data
- Solution must include the following functionality:
 - Wage and contribution information submission
 - Current and prior period adjustments
 - Data maintenance
 - New Hire setup
 - Termination/leave initiation
- Solution must provide real time data validation, finance/accounting integration, benefit system integration and robust report writing

[Reconciliation Solution]

- Custom module with functionality to reconcile cash receipts by Fund, Employer and Member
- To facilitate timely reconciliations, must be fully integrated with:
 - Employer Reporting and Maintenance module
 - Finance/Accounting module
 - ASA record keeper
 - Banks and Custodians
 - Treasurer/Auditor of State
- Reconciliations would be performed utilizing a three-tiered (Fund, Plan, Employer) four-way match (Payroll Date, Transaction Date, Employer, Member)

[Finance/Accounting Solution]

- Out-of-box solution to provide entity level Financial reporting at the Fund and Employer level as well as Pre-96 and Post-96 Accounts for TRF
- Solution must include the following functionality:
 - General Ledger
 - Accounts Receivable and Payable
 - Fixed Asset Accounting
 - Purchasing
 - Job Costing
 - Budgeting and Forecasting

Human Resource Information System

- Out-of-the-box solution with functionality to seamlessly integrate the following components:
 - Workforce administration
 - Time and expense (to be interfaced with proposed job costing module)
 - Health and welfare benefit administration
 - Learning management
 - Staffing
 - Performance management
 - Succession planning

[Business Requirements for PERF]

- Fully integrated, seamless solutions that will operate effectively with legacy systems
- Quick, “real-time” processing
- Ability to view/access multiple sessions
- Ability to customize work flows/process by user
- Easy to use and learn processes
- User friendly screens
- Robust on-line tutorial and help functionality
- Ability to perform ‘what if’ analysis/scenarios
- Forecasting and long-term planning functionalities
- Flexible, versatile report writing tools

Business Requirements for TRF

- Fully integrated system solution including future Defined Benefit (DB) system
 - Ability to integrate systems with current DB system (SIRIS) as well as future DB system and Recordkeeper system
 - Ability to integrate with interactive web, bank & custodian for both PERF & TRF
- Flexibility and speed in system changes required, particularly for state law changes
- Ability to differentiate business practices and state law differences between PERF & TRF
- Capability to receive and disburse all payments electronically
 - Employer, Member, and Vendor payments
- Ad-hoc reporting and inquiries with all system modules
 - Ability to download data into MS Excel
- Ability to generate reports to separate pre-96 and post-96 account information
 - Financial Statements, Employer/Member Information

Financial Solutions RFP Process and Policies

- No direct contact or communication between RFP Bidders and PERF/TRF Evaluation Team members regarding the RFP should be made during the Evaluation period
 - All questions and communication must be sent to PERF Procurement Officer Stan Lanman (slanman@perf.in.gov)
 - Failure to adhere to this policy may result in disqualification of an RFP response

[Open to Bidder Questions]

All inquiries and requests for information affecting this RFP must be submitted by email to:

Stan Lanman
PERF Procurement Officer
slanman@perf.in.gov

All questions posed and answers communicated during the RFP Bidders' Conference (in addition to further RFP inquiries and answers) will be posted at one time on the PERF Website Procurement section (<http://www.in.gov/perf/2342.htm>) by September 15, 2008